

Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (General)

DATE: 26 March 1953

FROM : Chief, Junior Officer Training Division

SUBJECT: Weekly Progress Report -- 20-26 March 1953

1. Reports of testing by the Assessment and Evaluation Staff of J.O. candidates in Chicago and Boston have been completed and actions are now being requested after discussion with [redacted]

2. Thus far actions have been requested on:

3. A meeting was held with Field Representative [redacted] to discuss the progress of the Junior Officer procurement situation.

4. Junior Officer Trainee [redacted] has been permanently assigned to the Technical Services Staff.

5. In cooperation with [redacted] of O&M, it has been agreed that certain of those in the administrative group of the J.O. program will be trained for approximately six-month periods in management procedures.

6. [redacted] the first of the Junior Officers to enter on the administrative training, is being temporarily attached to O&M for additional training, after having worked for the last five months under the direction of [redacted] in Classifications.

7. Interviews were held with two prospective candidates. Files of five prospective candidates were reviewed; twenty-eight files are in the process of review.

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8. On Sunday, 29 March, the Chief of this Division will leave on a trip to the West Coast to set up procedures for the selection of Junior Officers nominated for this program by field representatives. This trip is being made at the suggestion of the Chief, PPD. Institutions to be visited are: University of Denver, American Institute of Foreign Trade, UCLA, USC, Stanford, California Tech, University of California, University of Oregon, University of Washington, Washington State, and perhaps one or two others. He will also hold interviews with thirty-three candidates, discuss these candidates with field representatives, and meet administrative officers and department heads of a number of the universities.

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